

## **Minutes**

Citizen's District Council Meeting  
City of Muskegon CDBG  
Conference Room 203  
Muskegon, Michigan  
May 1, 2018

### **CALL TO ORDER:**

The meeting was called to order by Veania Coleman at 5:30 pm.

### **ROLL CALL:**

Roll call was taken by Samantha Pulos-Porter, and a quorum was present.

#### ➤ **Present:**

- ✓ Ken Johnson - Commissioner
- ✓ Veania Coleman
- ✓ Poppy Sias-Hernandez
- ✓ Kim Burr
- ✓ Carrie Johnson
- ✓ Jeremy Lenertz

#### ➤ **Absent:**

#### ➤ **Excused:**

- ✓ Tom Pastoor
- ✓ Scott Banninga

#### ➤ **Staff Present:**

- ✓ Oneata Bailey
- ✓ Samantha Pulos-Porter

### **APPROVAL OF MINUTES:**

A motion to approve the minutes, by Kim Burr, from April 6, 2018; Carrie Johnson seconded the motion, which passed unanimously.

### **OLD BUSINESS:**

Oneata reported that the 2018 proposed Action Plan was delivered to the members to the CDC. She explained that in addition to checking for typos and grammatical errors in the plan, that CNS welcomes comments or suggestions about its contents. Oneata also noted that a proposed new program is included, the Senior Pilot Program, serving residents 55 and up. The intent in the future, would be to apply for funds through the county-wide mileage that passed for senior services.

HUD has only released allocation numbers for the CDBG-HOME budgets on May 1<sup>st</sup>, a few hours before the meeting. Budget details will be discussed under new business.

**NEW BUSINESS:**

The new CDBG-HOME proposed budget was presented. A handout was given to the CDC Board Members with existing balances in each allocation category and a staff proposed budget. Oneata explained some categories in bold (admin costs, fire station bond repayment, youth recreation) are already accounted for - from a prior budget committed to with the City and staffing costs for CNS. Oneata also explained that the Service Delivery category goes towards CNS' Housing Rehab Specialist salary and benefits package and different tasks performed by staff in CNS. And that the Code Enforcement line in the budget, pays for a Planning Department staff member's salary. The budget is proposed to put \$96k towards renovations at the Smith-Ryerson Pavilion in 2018-2019 in coordination with DPW.

Commission Johnson asked about the money allocated to Housing and Affordable Units. Oneata explained that a certain minimum amount has to be there, per HUD, and that the CDC could allocate more – not less in that category. He also asked why the Priority Home Repair has been reduced. Oneata explained that there is over \$200k for that activity, even before the 2018-2019 funds will be received. She also explained the timeline that HUD expects to have the Action Plan submitted and will approve our proposed budgets. Oneata also explained that although there is a considerable existing balance for this activity, each funding year a certain percentage of the total allocation from HUD must go into a category that directly helps low income people. Questions were asked by the group if the money could be used for marketing the program to push information about the program and its availability into the community. Oneata explained that marketing could be done, however the money must come from the CDBG Administration category of the budget.

Jeremy Lenertz asked the reasoning behind not funding Dangerous Building and Board Ups. Oneata explained that it was a directive from the City Manager because the City is doing well and no longer needed the financial support from CDBG funds.

Poppy Sias-Hernandez asked about how the money is used that is received by the Boys and Girls Club and Muskegon Public Schools for the Youth Recreation Activity. Questions were asked about the increase over the years in the amount in the category. The changes in how youth recreation funds are received were discussed. Poppy described multiple small youth recreation grants that used to be processed by the former Director of Planning. After her retirement, staffing to process the grants was re-organized throughout city staff and now is available in coordination with the Neighborhood Associations through the Neighborhood Empowerment Program. The application procedure as well as obstacles and opportunities of the program were discussed as well.

Commissioner Johnson also asked why Demolitions and Board Ups were taken out of the budget. Oneata explained that it was a directive from our City Manager. Commissioner Johnson suggested that the CDC have more of a chance to read over and understand the budget, before it is presented to commission. Oneata explained that she has HUD timelines to adhere to and the public also has to have an official comment period prior to submission.

The CDC discussed the process and timelines of the Action Plan required to be submitted to HUD each year. The board decided to hold a special meeting on Monday, May 14<sup>th</sup>, to discuss the issue further.

**STAFF REPORTS:**

- **West Michigan Works!**

No program exists for a summer youth work program. There is an existing program for alternative students.

Poppy expressed concern that the support services needed for alternative students will not be adequate off campus.

**ADJOURN:**

Poppy Sias-Hernandez motioned to adjourn the meeting, Kim Burr seconded the motion, which passed unanimously. Meeting adjourned at 6:45 pm.

**NEXT MEETING:**

The next meeting date is: May 14, 2018 for a Special Meeting to discuss the budget.

**GENERAL DISCUSSION:**

The possibilities and parameters of the proposed Senior Pilot Program were discussed by the group. CNS estimated that each senior would be helped for jobs around \$5000 and that 20 seniors would receive help. CNS is also applying for a Lead Grant from the State of Michigan.

A reminder was given to adhere to the Open Meetings Act. Staff communication is encouraged.